

What Has CSSAC Done for Purdue Employees?

Major accomplishments initiated by CSSAC:

- Distributed more than \$221,400 to 525 dependents and \$85,900 to 121 employees in grant monies.
- Participated in the establishment of fee remission for spouses and students of Purdue staff.
- Established ad hoc committees to work with administration on various University policies and benefits.
- Reduced the number of years of service needed to accrue four weeks of vacation.
- Established a personal holiday.
- Helped establish fee remission for the children of part-time staff members who are attending Purdue University.
- Established the employee discount program for all Purdue faculty, staff and retirees.
- Created the CSSAC Bridge suggestion system.

This is only a partial list of accomplishments. Remember, these accomplishments began with ideas from Purdue employees like you who wanted to make Purdue University a better place to work.

How Do I Keep Informed about CSSAC?

<http://www.purdue.edu/cssac>

No access to the Internet?
Phone: Human Resource Services at 49-47383 for more information.

CSSAC Subcommittees

Bridge: This is a confidential suggestion system through which employees can submit ideas and concerns to the administration. A Bridge form can be found in this brochure and on the CSSAC web site. Answers to the questions submitted will appear on the CSSAC website.

Communication: The Communications Subcommittee's function is to improve communications between the CSSAC and constituents and the University community as a whole. The subcommittee is responsible for CSSAC presentations.

Discounts: Throughout the year, CSSAC's Discount Subcommittee works to expand the discounts that local businesses offer Purdue employees. Each fall, discount cards are sent to all employees. 70+ vendors participate in the program.

Grants: The Employee Grant Program and Dependant Grant Program offers clerical and service staff members the opportunity to apply for grants for them and/or their dependant children, which can be used toward creditable classes at Purdue University, West Lafayette Campus.

Membership: The responsibilities of the Membership Subcommittee include: conduction of the membership drive; interviewing and selecting the new members; developing and conducting new member's orientation; and filling vacancies that may occur during the year.

PEAP: Each year, the Purdue Employee Activity Program (PEAP) Subcommittee offers a variety of bus trips to areas of interest. Watch for articles in *Inside Purdue*, *Purdue Today* or information on the CSSAC web site regarding future trips.

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The BRIDGE form

Comments/Suggestions:

Name: _____ E-mail: _____

Campus Address: _____ Phone Number: _____

Check here if you prefer your name not be mentioned in conjunction with your idea/concern.

Clip and return to: The Bridge, Periodicals/ENAD or visit www.purdue.edu/cssac/Bridge/

I am interested in becoming a member. Please feel free to contact me.



The BRIDGE
Inside Purdue
ENAD



Clerical and Service Staff Advisory Committee

What is CSSAC?

CSSAC stands for Clerical and Service Staff Advisory Committee. This group of fellow employees works with University administrators to help improve employment conditions at Purdue.

CSSAC is the path through which your concerns are heard by Purdue administration.

The committee meets monthly. It includes representatives from the campuses of West Lafayette, Calumet, Fort Wayne and North Central. During the meetings, members report on ongoing projects, share ideas, and propose ways to improve the University and its policies affecting employees.

CSSAC members must maintain and support a number of issues and policies. For that reason, they are ready and willing to discuss your concerns.

CSSAC addresses some of the following areas of concern: vacation, sick leave policy, and "perks" such as Purdue employee discounts.

No matter where you work at Purdue, you are represented by one or more of CSSAC members. Seek them out and learn more about the Clerical and Service Staff Advisory Committee.